
ENVIRONMENTAL Fact Sheet



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Inventory Monitoring for Regulated Underground Storage Tank (UST) Systems

What is a Regulated Underground Storage Tank System?

- A UST that has a capacity to store more than 110 gallons of motor fuel (gasoline, diesel, aviation, waste oil) or hazardous materials, or
- A UST that has a capacity to store more than 1,100 gallons of heating oil which services a non-residential facility.

If you have USTs that meet the above criteria, you are required to register the tanks with the N.H. Department of Environmental Services (DES) and conduct inventory control monitoring.

Form Requirements

- Facility registration number.
- Description of substance (product) stored.
- Bulk liquid sales or usage for each operating day.
- Measurement of liquid stored (by gauge stick or automatic tank gauge to nearest 1/8" accuracy), daily for single wall tanks and monthly for double wall tanks with leak monitoring.
- Monthly measurement of water level in tank.
- Measurement of tank contents before and after each bulk liquid delivery.
- Reconciliation of the inventory data by comparing sales or usage, receipts and the quantities of stored liquid as follows: daily for single wall tanks and monthly for double wall tanks with leaking monitoring.
- Operator signature to certify accuracy.

Reporting Requirements

Notify the UST department at (603) 271-3644 within seven days, if the following is discovered upon monitoring your tank.

- A change in water level of 2" or more, or a total depth of 3" or more in any 30 day period.
- A gain or loss of product exceeding monthly sales or usage X 0.01 + gallons.
- See DES "Inventory Monitoring Checklist" for checklist and sample form.

<http://www.des.nh.gov/orcb/doclist/inreport.pdf>

Alternate for Monitoring on-Premise-use Heating Oil Single Wall UST Systems

Annual Tank Gauging in Accordance with the Following Procedure (Env-Wm 1401.11.1(k)):
Tank must be full.

- Measure by gauge stick or automatic tank gauge to the nearest 1/8" accuracy both oil and water levels at the beginning and end of at least a 30-day idle period during which no oil is added to or removed from the tank.
- Operator signature to certify accuracy.
- Reporting requirements are to notify the department at 603-271-3644 within seven days, if there is a change in water level of 2" or more or there is a gain or loss of oil.

Inventory Monitoring Requirements

- Storage of heating oil for on-premise-use in UST systems, which meet "new system" requirements, is not subject to inventory monitoring.
- Inventory monitoring is applicable to storage of all regulated substances, including waste oil (waiver maybe requested--see Env-Wm 1401.40).
- Records must be maintained for three years (including bulk liquid receipts).
- A tightness test shall be performed on any system with an unexplained gain or loss greater than the reporting requirements specified above.
- A tightness test shall be performed on any system for which inventory monitoring was not started before October 1, 1991, or for which records have not been maintained in accordance with Env-Wm 1401.11.

For additional information, please contact the New Hampshire Department of Environmental Services Underground Storage Tank Program at (603) 271-3644.

Disclaimer: Information contained in this Fact Sheet is current as of January 1, 2005. Statutory or regulatory changes that may occur after this date may cause part or all of the information to be invalid. If there are any questions concerning the status of this information, please contact us at (603) 271-3644.